

**Document Header Information**

Document Type:	Vch	Document Name:	VCH179202
Travel Authorization Number:	TAA05OST	Trip Name:	Pittsfield - Mayor and Berkshire Eagle
TA Date:	04/04/18	Currency:	USD
Organization:	EPAR01ORA	Current Status:	PREPARED
Purpose:	2-INFORMATIONAL MEETING	Document Detail:	DUNN: Meeting with Rest of River Municipal Committee, Mayor Tyer of Pittsfield, and Berkshire Eagle Editorial Board. via GOV.
Type Code:	TEMPORARY DUTY		

**Traveler Profile**

Name:	DUNN, ALEXANDRA D	TID:	(b) (6)
Organization:	EPAR01ORA	Duty Station:	
Card:	NO ADVANCE	Office Address:	5 Post Office Square Suite 100  Boston, MA 01209
EMAIL:	dunn.alexandra@epa.gov	Office Phone:	617-918-1012

**Document Information**

Trip Number: 1				
Purpose: DUNN: Meeting with Rest of River Municipal Committee, Mayor Tyer of Pittsfield, and Berkshire Eagle Editorial Board. via GOV.				
Itinerary Locations				
From	To	Itinerary Location	Purpose	Per Diem Rates
04/02/18	04/03/18	PITTSFIELD, MA	2-INFORMATIONAL MEETING	126.00 / 64.00

**Document Totals**

Total Expenses:	217.82
Reimbursable Expenses:	217.82
Non-Reimbursable Expenses:	.00
Advance Applied:	.00
Net to Traveler:	96.00
Net to Government:	.00
Pay to Charge Card:	121.82

**Document Totals by Expense Category**

Expense Category	Cost	Advance Amount
Com. Carrier	7.66	.00
Hotel Tax	10.41	.00
Lodging-PerDiem	89.00	.00
M&IE-PerDiem	96.00	.00
Transaction Fees	14.75	.00
Total Expenses:	217.82	.00

**Trip 1 Details****Reservations Summary**

Reservation Type	Vendor	Ticket#	Location	Cost
LODGE	Crowne Plaza	(b) (6)	Pittsfield,MA	89.00

**Trip Itinerary**

No Itinerary Available

**Expenses**

Trip#: 1		Total Non-Per Diem Expenses: 32.82				Total Per Diem Expenses: 185.00	
Date	Description	Category	Cost	Pay Method	Per Diem		
03/30/2018	Travel Fee	Com. Carrier	7.66	GOVCC			
Comment: OTRS Domestic-Intl w-o Air-Rail Lodging and-or Car Only							
04/02/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	10.41	GOVCC			
04/02/2018	Lodging	Lodging-PerDiem	89.00	GOVCC	*		
Comment: Conf Num: (b) (6) Cmt:							
04/02/2018	M&IE	M&IE-PerDiem	48.00	PERSONAL	*		
04/03/2018	M&IE	M&IE-PerDiem	48.00	PERSONAL	*		
04/04/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC			
<b>Per Diem Allowances</b>							
Trip#: 1		Total Per Diem Allowances:			185.00		
Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B L D Conf%	
04/02/2018	126.00/ 64.00	89.00	89.00	48.00	48.00		
04/03/2018	126.00/ 64.00	0.00	0.00	48.00	48.00		

#### Payment Detail Information

Organization	Label	Accounting String	Payment Method	Amount
EPAR01ORA	17 ORA-B1	AAT.20172018.B.01A.ZZZME8.ME010100.	GOVCC	121.82
EPAR01ORA	17 ORA-B1	AAT.20172018.B.01A.ZZZME8.ME010100.	PERSONAL	96.00
<b>Totals by Label</b>				
EPAR01ORA	17 ORA-B1 Total	AAT.20172018.B.01A.ZZZME8.ME010100.		217.82
<b>Totals by Payment Method</b>				
GOVCC Total				121.82
PERSONAL Total				96.00

#### Document History 04/09/2018 Vch: VCH179202

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STATUS	DATE	TIME	SIGNATURE NAME	REASON
CREATED	04/04/2018	1:26PMEST	TRUONG, VINH	
PREPARED	04/04/2018	1:28PMEST	TRUONG, VINH	

I certify that the electronic signatures listed above are valid and on file

SIGNED DATE

#### Document Signatures

Traveler/Preparer Name: \_\_\_\_\_

Traveler/Preparer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Approver Name: \_\_\_\_\_

Approver Signature: \_\_\_\_\_

Date: \_\_\_\_\_